



Memorandum

March 9, 2005

TO: State Homeland Security Working Group
State and Local Officials
County Emergency Management Directors
Area Development District Executive Directors

FROM: Thomas H. Arnold
Director of Training Programs and
State National Incident Management System Compliance Officer

RE: National Incident Management Systems Compliance

The United States Department of Homeland Security established the National Incident Management System (hereinafter “NIMS”) as the national standard for incident management. NIMS protocols will be used in any emergency requiring response from a federal, state or local agency. Kentucky’s first responder community has been at the forefront of adopting these systems and as such most of the compliance requirements have already been implemented by public safety agencies.

As the official State Administrative Agency for the US Department of Homeland Security, the Kentucky Office of Homeland Security has been tasked with the responsibility of ensuring that Kentucky is NIMS compliant by FY 06/07 and that certain benchmarks are met as listed below. We are pleased to be working closely with our partner in preparedness, the Kentucky Division of Emergency Management in this important public safety endeavor.

Please note that NIMS Compliance will be a prerequisite for the award of state and local grant dollars awarded by this office in FY 06.

The following information is a list of compliance guidelines that must be completed by October 1, 2005.

Minimum FY 2005 NIMS Compliance Requirements:

- Incorporating NIMS into existing training programs and exercises; specifically the NIMS Awareness Course: “National Incident Management System (NIMS), An Introduction” IS 700

- Ensuring that Federal preparedness funding (including DHS Homeland Security Grant Program, Urban Area Security Initiative (UASI) funds support NIMS implementation at the State and local levels by formally recognizing the NIMS and adopting NIMS principles and policies. Also, by establishing a timeframe and developing a strategy for full NIMS implementation.
- Incorporating NIMS into Emergency Operations Plans (EOP) and establishing a NIMS baseline by determining which NIMS requirements have been met.
- Coordinating and providing technical assistance to local entities regarding NIMS, specifically in establishing NIMCAST which is a web-based, self-assessment system that Kentucky and local governments can use to evaluate their incident response and management capabilities. It also identifies how compliant an agency is. This tool is available currently at www.NIMSONline.com and should be used immediately to measure your agency's compliance. Information gained in the NIMCAST assessment will be gathered at a later date by KOHS, and will then be utilized to inform the Federal Department of Homeland Security of our Commonwealth's compliance.
- Institutionalizing the use of Incident Command System (ICS). This must be institutionalized and consistent with concepts and principles taught by the Department of Homeland Security.

FY 2006 and FY 2007 Requirements:

In order to receive FY 2006 preparedness funding, the minimum FY 2005 compliance requirements described above must be met. Additional information about NIMS compliance and resources for achieving it will be forthcoming from the NIMS integration center (NIC). The NIC web page, www.fema.gov/nims, will be updated regularly with information about NIMS and guidance for implementation.

In order to ensure that any questions you or your staff may have about the matters contained in this memorandum, the Kentucky Office of Homeland Security will be conducting workshops in different areas of the state. In the meantime, please let me know if I can be of any assistance.

We appreciate your continued efforts to ensure a Ready and Prepared Kentucky.

